Office of Knowledge, Information and Data Services (KIDS)
KDE Infinite Campus Users' End-of-Year Training
Kentucky Transportation Cabinet Auditorium, 200 Mero Street, Frankfort, KY 40622 - and - Microsoft Lync Online
Wednesday, May 1, 2013

R E V I S E D   A G E N D A

Start	End	Time	Session	Presenter
9:00 AM	9:10	0:10	**Welcome & Opening Remarks**	**Garnetta Barnette** Office of Knowledge, Information and Data Services (KIDS), Division of Enterprise Data
9:10	9:55	0:45	**SAAR End-of-Year Training** Participants will review the submission process to assist with attendance data cleanup and verification prior to the June 30 data pull for the SAAR submission.	**Cheri Meadows** Office of Administration Support, Division of District Support cheri.meadows@education.ky.gov 502-564-5279
9:55	10:15	0:20	**KDE Calendar Setup Guide and Using the Calendar Wizard** Information in this session will help districts prepare to roll their calendars forward.	**Garnetta Barnette** Office of Knowledge, Information and Data Services (KIDS), Division of Enterprise Data garnetta.barnette@education.ky.gov 502-564-2020 x 2474
10:15	10:30	0:15	**Break**	
10:30	11:00	0:30	**SEEK At Risk Average Daily Membership (ADM)** Participants will receive information to assist with data cleanup and verification for the June 30 data pull for the SEEK At Risk ADM report used in calculation of state funding for schools.	**Samantha Engstrom** Office of Administration and Support, Division of District Support samantha.engstrom@education.ky.gov 502-564-5279
11:00	11:30	0:30	**Troubleshooting EOY School Health Data** This section reviews health data that should be entered in preparation for the EOY Health Data reports. It will include data requirements, as well as assistance on how to clean and verify student health flag assignments on the Conditions tab for the June 1 data pull.	**Karen Erwin** Office of Administration and Support, Division of District Support karen.erwin@education.ky.gov 502-564-5279
11:30	12:30	1:00	**LUNCH BREAK**	
12:30 PM	1:15	0:45	**Safe Schools and What's Coming for Alternatives** This session will outline the new requirements for 2012-13 Safe School Reporting, with details on the reporting timeline and an overview of the validation and extract results. A brief description of what is coming for alternative programs in 2013-14 will also be covered.	**Windy Newton** Office of Next-Generation Schools and Districts, Division of Student Success windy.newton@education.ky.gov 502-564-2116
1:15	1:45	0:30	**School Report Card 2012-13 Be Prepared…** Participants will gain information on data included in the 2012-13 School Report Card and best practices for verification and validation. The information is shared to prepare districts for the upcoming work and to set expectations for quality-control measures that can be implemented district wide.	**DeDe Conner** Office of Knowledge, Information and Data Services (KIDS), Division of Enterprise Data dede.conner@education.ky.gov 502-564-2020 x 2208
1:45	2:15	0:30	**Teacher-of-Record** District administrators will gain knowledge and skills required to set up teachers in Campus and learn how this information affects CIITS, Student-Teacher links, and Local Educators Assignment Data (LEAD).	**Garnetta Barnette** Office of Knowledge, Information and Data Services (KIDS), Division of Enterprise Data garnetta.barnette@education.ky.gov 502-564-2020 x 2474
2:15	2:30	0:15	**BREAK**	
2:30	4:00	1:30	**FRAM Data Synchronization - IC and POS Systems** Participants will learn the basics of setup and troubleshooting of their Food Service POS and IC for the data synchronization of meal status.	**Brad Blunt** Office of Administration and Support, Div. of School & Community Nutrition brad.blunt@education.ky.gov 502-564-5625